

AGENDA ITEM VIII A

REPORT OF THE ASSOCIATE COMMISSIONER

**REVISED POLICIES/OPERATING GUIDELINES FOR THE LOUISIANA
LIBRARY NETWORK COMMISSION**

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REVISED POLICIES/OPERATING GUIDELINES FOR THE LOUISIANA LIBRARY NETWORK COMMISSION

BACKGROUND INFORMATION

The Louisiana Library Network (LLN) Commission is charged with guiding the operations and development of the Louisiana Online University Information System (LOUIS). In the original policies/operating guidelines, the membership of the LLN Commission included the Director of the State Libraries. This was done largely because the Director at that time, Mr. Tom Jacques, has particular expertise and interest in the area of large-scale, shared library networks. Also, early on, there was some cross-fertilization which occurred between LOUIS and the State Library, but these activities ceased several years ago. Now, Mr. Jacques has retired, and there are no ongoing or anticipated projects between LOUIS and the State Library. Hence, the Commission believes this appointment to be no longer necessary. Accordingly, attached are revised operating policies/guidelines which eliminate this position. (See *Appendix*.)

STAFF RECOMMENDATION

The staff recommends that the Academic and Student Affairs Committee grant approval for Revised Operating Policies/Guidelines of the Louisiana Library Network Commission.

APPENDIX

**Revised Operating Policies/Guidelines for
The Louisiana Library Network Commission
July 2005**

I. Name

The Louisiana Library Network Commission

II. Purpose

To assist the Louisiana Board of Regents and Louisiana State University in developing policies, procedures, annual recommendations concerning funding needs, and priorities for long-term maintenance, operation, and enhancement of LOUIS: The Louisiana Library Network, which provides automation services to academic libraries and provides electronic resources to academic libraries.

III. Members

Six Members: three elected representatives of the academic libraries that are automated by LOUIS; the LSU Chief Information Officer of Computing Services; the LSU Dean of Libraries; and a representative of the Council of Academic Officers of the Board of Regents. The Associate Commissioner for Academic Affairs of the Board of Regents or designee and the Director of LOUIS will serve as ex-officio members. The Associate Director of LOUIS will attend as appropriate.

IV. Term of Appointment of Representatives of LOUIS Libraries

Appointments will be on a fiscal year basis, effective July 1 of each fiscal year. LALINC Library Directors will elect annually a new member to the LLN Commission, through a LALINC election. The members will serve three-year staggered terms. The elected members of the Commission must be from libraries automated by LOUIS.

V. Term of Appointment of Representative from the Council of Academic Officers of the Board of Regents

Appointment will be on a fiscal year basis, July to June and will be for a one-year term, renewable.

VI. Officers

The Associate Commissioner for Academic Affairs will serve as Chair. The LSU Dean of Libraries will work with the Associate Commissioner and Board of Regents staff to organize the Commission meetings and to facilitate each session. The Director of LOUIS will serve as Secretary.

VII. Standing Committees

Standing committees will be established by the Commission. The Chair of the Commission will request members of the Commission to convene these committees when their advice on databases, funding, fees, and other matters is needed by the Commission. Standing committees will include: Issues Committee, and Executive Committee.

- A. Issues Committee** -- will consist of the elected member academic library directors and the Dean of LSU Libraries. The committee will provide input on pricing, governance, and similar issues.
- B. Executive Committee** -- the committee will consist of the Dean of LSU Libraries, one other LLN Commission academic library director appointed by the chair, and the Associate Commissioner or designee. The committee will provide input to the director of LOUIS and serve as a “sounding board” for him between Commission meetings.
- C. Other committees may be appointed as needed.**

VIII. Matters to be considered by the LLN Commission

- A. Recommend an annual budget for LOUIS to the Board of Regents**
- B. Recommend the level of funding to be requested from the Louisiana Legislature**
- C. Recommend level of fees to be charged to libraries for services**
- D. Recommend Conditions of Membership**
- E. Recommendations on Network Enhancements (Databases and Software)**
- F. Other Matters as Appropriate**

IX. Reporting Structure of the Advisory Committee

Recommendations of the Commission will be forwarded directly to the Commissioner of Higher Education.

X. Meetings

At least two meetings will be held per year: a Fall meeting and a Spring meeting. Additional meetings will be scheduled as needed. (It is anticipated that a meeting may need to be scheduled after the annual legislative session to handle any necessary financial matters.) The meetings will ordinarily be held in Baton Rouge at the offices of the Louisiana Board of Regents.

AGENDA ITEM VIII B

REPORT OF THE ASSOCIATE COMMISSIONER

STATEWIDE REVIEW OF EXISTING LPN PROGRAMS

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STATEWIDE REVIEW OF EXISTING LPN PROGRAMS

STAFF COMMENT

District on-site reviews are due August 15, 2005. After receipt, these report will be mailed to affected institutions and campuses for responses. Institutional responses will be due October 10, 2005. Other copies have been sent to interested parties for informational purposes.

The staff now is arranging for the visit of a Statewide Review Committee to be composed of at least one representative from each of the seven district teams. It is anticipated that this Committee will meet in Baton Rouge sometime during November-December 2005.

AGENDA ITEM VIII C

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SCHEDULE OF PROGRAM REVIEWS

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SCHEDULE OF PROGRAM REVIEWS

1-3. Existing Doctor of Educational Leadership Programs - La Tech, Grambling, and ULM

An external review committee visited affected campuses during April 25-27, 2005. The committee's report has been received and sent to affected campuses for responses.

4-5.. Proposed Doctor of Educational Leadership Programs - ULL and SLU

The universities have submitted a response to the report of external consultants which the staff has sent to Dr. William Wraga (a member of the review committee for assessment).

6. Master of Business Administration - SUBR

A review committee visited the campus on July 19, 2005. There remain many unaddressed aspects of this proposal for which the review committee has requested additional information. Once the University has supplied this data, the review committee will then formulate a report. This report is due October 1, 2005.

7. B.A. in Women's Studies - SUBR

The staff has returned this proposal to the University as the materials provided previously did not meet minimum requirements for needed information. The staff is not sure when the University will submit a complete proposal.

8. A.A.S. in Surgical Technology - LTC - Alexandria Campus

The staff is awaiting the institutional response to questions posed earlier.

9. B.S. in Transportation Studies - UNO

An external review committee will visit the University on September 8, 2005 to conduct an on-site assessment of the proposed program.

10. Bachelor of Liberal Studies in Pharmaceutical Marketing - LSU-A

The staff has sent this proposal out for in-state evaluation.

11. B.S. in Earth and Environmental Sciences - UNO

The staff has sent this proposal out for in-state evaluation.

12. B.A. in Cultural Studies - Northwestern

The staff has sent this proposal out for in-state evaluation.

AGENDA ITEM VIII D

REPORT OF THE ASSOCIATE COMMISSIONER

STAFF APPROVAL OF ROUTINE ACADEMIC REQUESTS

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STAFF APPROVAL OF ROUTINE ACADEMIC REQUESTS

BACKGROUND INFORMATION

Since June, 2005, the staff has approved the following routine academic requests.

<u>Institution</u>	<u>Nature of Request</u>	<u>Date Granted</u>
1. LTC-West Jefferson	Approved 6 CTS Programs	6/16/05
2. LTC-Sabine	Approved 1 CTS Program	6/16/05
3. Delgado	Approved 3 Degree Title Changes and 1 CTS program	6/16/05
4. LTC-Jefferson	Approved 1 CTS Program	6/16/05
5. LTC-Northwest	Approved 1 TD and 3 CTS Programs	6/16/05
6. BPCC	Approved 2 CTS Programs	6/16/05
7. LTC-Hammond	Approved 1 TD and 4 CTS Programs	6/20/05
8. LTC-Florida Parishes	Approved 1 CTS Program	6/20/05
9. LTC-Sabine	Approved 1 TD Program	6/20/05
10. LTC-Jefferson	Approved 1 TD and 1 CTS Programs	6/20/05
11. LTC-All	Approved 6 New Degree Names	6/20/05
12. LTC-All	Approved 7 Degree Deletions	6/20/05
13. LSU-E	Approved 1 TD and 1 CTS Program	6/20/05
14. LSU A&M	Approved Department Merger	6/21/05

In addition, Mrs. Mary Lou Potter spent all of July and early August making corrections and changes to the Board of Regents Curriculum Inventory for degree and certificate programs offered at varied campuses of the LTC. Over 800 records were added or terminated.